

MEETING #37 – November 28

At a Regular Meeting of the Madison County Board of Supervisors on November 28, 2017 at 6:00 p.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: R. Clay Jackson, Chairman
Jonathon Weakley, Vice-Chairman
Robert Campbell, Member
Charlotte Hoffman, Member
Jack Hobbs, County Administrator
[REDACTED]
Clarissa Berry, Interim County Administrator
Mary Jane Costello, Asst. County Administrator/Finance Director
Jacqueline S. Frye, Deputy Clerk

ABSENT: Kevin McGhee, Member
V. R. Shackelford, County Attorney

Call to Order

Pledge of Allegiance & Moment of Silence

1. Determine Presence of a Quorum/Adopt Agenda

Chairman Jackson advised that a quorum was present. Supervisor McGhee will be absent.

Chairman Jackson called for additions, deletions or adoption of today's agenda.

Supervisor Weakley moved that today's Agenda be approved as presented, seconded by Supervisor Hoffman.

Chairman Jackson: Suggested Item 9a (MCHS Young Entrepreneurs) be moved to follow Item 2 (Public Comment Opportunity). suggested that Item 9a be shifted to follow the public comment opportunity.

Aye: Jackson, Weakley, Campbell, Hoffman. Nay: (0). Absent: McGhee

2. Public Comment:

Chairman Jackson opened the floor for public comment. The following individuals provided comments:

- Eleanor Montgomery: Accolades to Supervisor Campbell for his service to the citizens of Madison County
- JR Carpenter: Expressed appreciation to Supervisor Campbell for his support and service to the citizens of Madison County and presented a statuesque (to mimic the courthouse steeple) on behalf of local citizens
- Supervisor Campbell: Thanked Ms. Montgomery and Mr. Carpenter for today's comments; encouraged citizens to get involved and serve on boards/commissions/committees within the County

With no public comment being brought forth, the public comment opportunity was closed.

3. Constitutional Officers – None

4. County Departments –

Schools: Bob Chappell advised that discussions were held at a recent school board meeting regarding the CTE program (Career/Tech Ed) offered within the school system; a listing of programs offered will be provided to the Board for review.

Rappahannock Juvenile Detention Center: Bob Chappell advised of the following highlights:

- ✚ RJDC was built about 20 years ago
- ✚ The facility originally served Albemarle, Culpeper, Fluvanna and Greene
- ✚ Greene, Charlottesville, Albemarle Culpeper and Fluvanna now utilize the Blue Ridge Juvenile Detention Center

- ✚ Questioned if the County would like to explore changing locations (i.e. from RJDC to the Blue Ridge Juvenile Detention Center [which is closer])
- ✚ The County doesn't provide regular transportation for local citizens housed at RJDC
- ✚ Based on discussions, it's anticipated that costs (for the County) will increase next year [further discussions on FY18-19 budget will be held at the February 2018 meeting and provided to the County for review/consideration]
- ✚ RJCD will be paying debt service from their fund balance instead of charging participating localities (i.e. this will not decrease the County's monetary contribution)
- ✚ Tour of the RJCD facility focused on specifics of facility programs and daily inmate requirements
- ✚ Facility capacity is 80 inmates (i.e. inmate population is currently about 50%)
- ✚ RJDC doesn't house federal inmates

The Board thanked Mr. Chappell for his desire to serve the citizens.

In closing, Mr. Chappell advised that his goal is to work towards there being no County inmates in place at RJDC; asked the RJDC board members what measures are being undertaken to help prevent the necessity for juveniles to be sent to the center. In closing, he noted that the County does have foster care placements, but is unsure if there is a group home located here.

Clarissa Berry, Commonwealth Attorney, advised that the County does provide a lot of the aforementioned actions, but these actions aren't 'labeled.'

5. Committees or Organizations - None.

6. Finance

a. November 2017 Claims

\$37,309.40 (11'22'17)

\$62,038.23 (11'28'17)

\$99,347.63 (Total)

Highlights:

\$4,000.00 (Black & Veatch [providing radio feasibility study])

\$1,250.00 (Court for E&S Bond) to the Court for E&S Bond)

\$10,400.00 (Library December contribution)

\$35,000.00 (Waste Management, Inc. bill)

\$4,640.00 (Compensation paid to elections officials)

Supervisor Campbell moved that the Board approve November claims totaling \$99,347.63 as presented, seconded by Supervisor Hoffman.

Aye: Jackson, Weakley, Campbell, Hoffman. Nay: (0). Absent: McGhee.

7. Minutes:

A November 14, 2017 (#36)

Chairman Jackson called for comments, thoughts, and/or approval of Minutes #36.

Supervisor Hoffman moved that the Board approve Minutes #36 as presented, seconded by Supervisor Weakley. *Aye: Jackson, Weakley, Campbell, Hoffman. Nay: (0). Absent: McGhee.*

8. Old Business:

a. Share Shed Presentation – Dink Kreis, Rural Madison: Dink Kreis, Rural Madison, was present to provide an update on the recent clean-up effort (that involved 9 volunteers) at the share shed on 11/17; efforts being made (through social media) to recruit additional volunteers; another event will be held on 12/9 at 11:00 a.m. (hot cider & cookies will be served); feels that scheduled clean-up times will make the share shed a great resource for everyone; advised that the volunteer group would like to hand out flyers (500 at a cost of \$60.00) that will

advise citizens of the 'do's & don'ts' of items that can be recycled at the share shed and the transfer station. A funding request was presented to the Board for consideration and action.

Supervisor Campbell moved that the board approve today's funding request of \$60.00 for the purchase of 500 fliers for the recycling endeavor (presented by Ms. Kreis), seconded by Supervisor Hoffman. *Aye: Jackson, Weakley, Campbell, Hoffman. Nay: (0). Absent: McGhee.*

- *Chairman Jackson: Feels that the volunteers do have a positive plan of action*
- *Supervisor Campbell: Expressed appreciation to the efforts being initiated by the local volunteers;*

b. State of the Transfer Station Presentation – Chris Isakov, Waste Management: *Chris Isakov of Waste Management Services, Inc., was present to discuss concerns pertaining the transfer station. Chris Isakov, Waste Management, Inc., was present and advised that cameras are utilized based on electric range; there is a camera in place at the entrance to the facility.*

Comments from the Board:

- *Chairman Jackson: Referred to concerns that vehicles are being 'waved on' at the entrance or receiving no gestures at all; questioned if measures are being done to improve the current process; also questioned licensure for all operators*
- *Supervisor Campbell: Questioned if a gravel drive could be situated on the site (opposite of the fieldhouse); also asked if there are cameras in place at the transfer station that could record who and what's being deposited on the tipping floor (and possibly at other locations on the property)*

Mr. Isakov referred to:

- ✚ *Protocol initiated in the past that called for each vehicle to be weighed upon entering the transfer station*
- ✚ *Measures are being investigated to see if a better plan of action can be incorporated*

And advised that if it's the County's desire to capture all of the inbound weight on personal vehicles, WMS staff will need to capture a weight on every vehicle entering/exiting the transfer station, but noted that the aforementioned process is time consuming and may bring forth disapproval from the citizens as a result. Input was provided concerning this type of operation being done in other localities (served by WMS) and involves weighing all vehicles when entering/exiting, tonnage, and utilizing a roll-off box for residents that enter by using their hangtag only; a roll-off box is situated at the front of these facilities, is weighed upon entering the station, and when it's full). In closing, he advised that other landfills and community centers utilize the aforementioned method and commercial volume is calculated by using a different rate.

Roger Berry, Facilities Director, was present and explained that the portion of land in question (referred to by Supervisor Campbell) falls into the slope of the close landfill area of the facility (i.e. on the back side of the trailer).

- *Chairman Jackson: Questioned if the transfer station is working towards initiating operators' licensure; also advised of positive feedback from citizens concerning the cleanliness of the facility*

Mr. Isakov advised that it would've been an asset for WMS, Inc. to work towards having all operators fully licensed; currently there are two (2) operations that will be in training and will be tested soon. He also noted that all aspects of landfill operations appear to be going well. The Board was asked to discuss today's concern and decide whether to request that all vehicles be weighed when entering/exiting, or if weighing commercial vehicles will be sufficient, to include weight tickets. In closing, he thanked the County for the positive feedback regarding the new backhoe operator, and noted that (in his opinion) the former operator was demonstrating a slight lack of focus prior to his departure.

9. New Business:

a. MCHS Young Entrepreneurs Group – Jennifer Taylor, Sponsor: *Jennifer Taylor, MCHS Business & Marketing Teacher, was present with some of her marketing students and advised that the school system received a grant to fund the implementation of a simulated workplace program in the school system. The program allows students in the CTE (Career/Tech Ed) program to get some actual work*

experience within an academic environment that teaches employable skills prior to graduation. The group in attendance have their own business (nextGen Business Consulting, Inc.) and work with local businesses/organizations to promote marketing plans to enhance growth and goal achievement.

The following students:

Maddison Broyles

Amber Carpenter

Steven Franklin

Storm Martin

Kailey Stewart

Were present to provide highlights on:

- ❖ A business/marketing plan that includes the Madison Literacy Council and their goal to provide educational services to local residents
- ❖ Snapshot of the revenue attained through fundraisers (estimated \$16,000.00-\$17,000.00), donations (estimated \$12,000.00) and grants (\$10,000.00+) = \$38,450.00 (total funding)
- ❖ Programs offered by the Madison Literacy Program (i.e. GED, educational skills, job skills, language skills, etc.)

Additional highlights focused on:

- ❖ Ways to identify opportunities and available goods being offered by the council (i.e. learning opportunities)
- ❖ Several volunteers in place (i.e. additional volunteers are always welcome)
- ❖ A lack of available funding (by the council) & appropriate space
- ❖ Opportunities identified will assess: a) possibility of partnering with the public library; b) adding a Bingo night; c) attaining a 2nd location along Main Street; d) registering with the grants management center
- ❖ Volunteer scheduling issues (due to work, family responsibilities, etc.)
- ❖ About 23% of the locality do not possess a high school diploma
- ❖ Current volunteers (at the Council) consist of retirees, teachers, students, etc.

Market goals/anticipated outcomes:

- ❖ Increase level of county 'learners' (by 20%)
- ❖ Increase number of volunteers (by 10%-15%)
- ❖ Estimated total of \$350.00 (Bingo Night 1x weekly)

Total revenue: \$18,200.00 (if aforementioned goals are realized throughout the course of a year) and a second location along Main Street

Marketing Strategies:

- ❖ Assess whether another location (for the Madison Literacy Council) will be beneficial (\$650.00)
- ❖ Assess how to make the public more aware about learning alternative programs being offered

Recommendations:

- ❖ Expanding the product by offering GED practice tests/workbooks
- ❖ Allowing individuals to register with a database that lists the top 'giving' organizations within the State (that donate to educational needs offered by literacy councils throughout the State of Virginia)
- ❖ Partnering with the MCHS BETA Team
- ❖ Utilizing social media more effectively in order to advertise upcoming events, etc.
- ❖ Reaching out to other localities to hold sessions at the library, local churches or other locations along the main street
- ❖ Madison County Fire hall could be a possible location to hold BINGO events (\$300.00 to secure)
- ❖ Eliminate textbook fees by utilizing online learning materials
- ❖ Business cards/logos and/or fliers could be distributed at community events (\$200.00)
- ❖ Newspaper ads could also be used to inform the public of services being offered to the community

- ❖ Initiate strategies to earn the trust of the community
- ❖ Advise the community of the benefits of having a local literacy council here
- ❖ Smartphone and social media can be an advantage for learning
- ❖ Total associated costs (based on proposed plan) will produce income after expenses

In closing, the MCHS Marketing Class thanked the Madison County Literacy Council for the opportunity to develop today's marketing plan, and the Madison County Board of Supervisors for allowing tonight's presentation.

Comments from the Board:

- *Supervisor Campbell: Questioned if the funding total of \$38,450 is already raised or projected; encouraged the students to continue to attend future board meetings.*
- *Supervisor Hoffman: Thanked the students to MCHS Young Entrepreneurs for attending tonight's session*
- *Supervisor Weakley: Referred to the percentage (23%) of local citizens who do not have a GED – questioned if the percentage is trending upward, downward or staggering*

Responses from the MCHC Young Entrepreneurs:

- ❖ The above referenced amount is based off how the organization currently gets revenue through fundraisers, grants and donations
- ❖ The percentage provided was based on data attained from the 2010 census of Madison County; it's uncertain what the current trend is at this time
- *Chairman Jackson: Encouraged citizens to start businesses in the County and invest in the community; suggested research be initiated on regulations for bingo events; invited students to attend public meetings*

c. Status Report on Personnel Policy Repackaging – County Administrator Hobbs: County Administrator Hobbs advised that work has been done to bring the County's personnel policy up to date. Updated amendments have been reviewed. County staff is reviewing the draft. The intention is to have a draft document in order by the end of the month to present to the Board for review.

Comments were made regarding past updates to the personnel policy and the procurement policy.

County Administrator Hobbs advised that updates have been initiated, but weren't incorporated into the actual document.

10. Public Comment

Chairman Jackson opened the floor for public comment. The following citizen(s) provided comments:

- ✓ Eleanor Montgomery: Thanked the Board for the designated meeting time which allow the citizens to attend
- ✓ Carl Kirby: Comments pertained to the codification to County documents and updates to the website; verbalized concerns that the current website content is much out of date

The Finance Director advised that a working model is in place for the updated County website and will be managed through a content management system (i.e. de-centralized), and each department will have to manage the content on their individual page; a link for the draft website has been forwarded to each department for review along with training videos; webinar will be scheduled some time in December for staff; web developer will need to transfer some of the old content onto the new site; noted that the new site should be fully live and accessible in December/January.

With no public comment being brought forth, Chairman Jackson closed the public comment opportunity

11. Information/Correspondence:

CIP: Chairman Jackson advised that the CIP committee recently recommended that the school board to act on the bid for window replacement (Wetsel Middle School) of \$110,000.00; proposal was also received for HVAC engineering services; additional pricing is being

sought to replace the lights in the parking lots at the middle and high school, and flashing lights at Fairground Road and along Main Street (Waverly Yowell Elementary School). Due to the expense, additional options are being researched to accommodate the flashing lights.

2017 Christmas Parade: County Administrator Hobbs reminded the Board that the Christmas parade is scheduled for Friday, December 1, 2017.

2017 County Luncheon: County Administrator Hobbs reminded the members of the 2017 Christmas luncheon scheduled for Friday, December 15th.

Ducks Unlimited Event: Supervisor Campbell advised that the recent event for Ducks' Unlimited (hosted by Clay Jackson) to honor the wounded veterans was a great success.

12. Closed Session (if necessary)

13. Adjournment: With there being no further business, on motion of Supervisor Weakley, seconded by Supervisor Hoffman, Chairman Jackson adjourned the meeting. *Ayes: Jackson, Weakley, Campbell, McGhee. Nays: (0). Absent: Hoffman.*

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Clerk of the Board of the Madison County Board of Supervisors

Adopted on: December 12, 2017

Copies: Board of Supervisors, County Attorney & Constitutional Officers



Agenda
Regular Meeting (#1)
Madison County Board of Supervisors
Tuesday, November 28, 2017 at 6:00 p.m.
County Administration Building, Auditorium
414 N Main Street, Madison, Virginia 22727



Call to Order

Pledge of Allegiance & Moment of Silence

1. Determine Presence of a Quorum / Adopt agenda
2. Public Comment
3. Constitutional Officers
4. County Departments
5. Committees or Organizations
6. Finance Finance Director Costello
 - a. November 2017 Claims
 - b. Supplemental Appropriations (if any)
7. Minutes:
 - a. November 14, 2017 (#36)
8. Old Business:
 - a. Share Shed Presentation Dink Kreis, Rural Madison
 - b. State of the Transfer Station Presentation Chris Isakov, Waste Management
9. New Business:
 - a. MCHS Young Entrepreneurs Group..... Sharon Taylor, Sponsor
10. Public Comment

11. Information/Correspondence

12. Closed Session (if needed)

13. Adjournment